Monday

15

Dec 2025

Monthly Meeting - City of Chesapeake (WV) Sanitary Board

5:00 PM - 6:00 PM

Town of Chesapeake - Meetings | Dr. Lisa E. Curry Memorial Building; Dr Lisa E Curry Memorial Building

Agenda

2025/M31-001 | December Sanitary Board Meeting - City of Chesapeake

Melissa Hill

Monthly Meeting convened the 4th Monday

- For Information

2025/M31-002 | Call to Order

Melissa Hill

Monthly Meeting Called to Order

- For Information

2025/M31-002.1 | Silence & Pledge of Allegiance

Melissa Hill

Silence & Pledge of Allegiance

- For Information

2025/M31-002.2 | Roll Call - Board Members - Quorum

Melissa Hill

- Jason Bowen, Citizen Board Member
- William Bennett, Citizen Board Member
- Jenna Gillenwater, Clerk
- Melissa Hill, Chair

- For Decision

2025/M31-002.3 | Meeting Called to Order

Melissa Hill

Quorum = 2

- For Decision

2025/M31-003 | Approval - Agenda & Meeting Minutes

Melissa Hill

- For Information

2025/M31-003.1 | Agenda - Monthly Meeting

Melissa Hill

Council reviews and approves the agenda for regularly scheduled, emergency, or special session meetings.

- For Decision

2025/M31-003.2 | Meeting Minutes - Previous Month

Melissa Hill

Regularly Scheduled Meetings & Special Sessions

- For Decision

2025/M31-004 | Approve Financial Reports

Melissa Hill

Review of Financial Reports - November 2025

- For Decision

2025/M31-005 | Partner Introductions

Melissa Hill

Partners & Guests

- For Decision

2025/M31-006 | Ongoing Business

Melissa Hill

These issues require continued discussion, follow-up, or action

- For Information

2025/M31-006.1 | Welcome!!! Chief Shank

New Police Chief & Sargent at Arms

- For Discussion

2025/M31-006.2 | 1989 Agreement - Marmet & Town of Chesapeake (WV)

Melissa Hill

- Administrative Law Judge Decision
- Exceptions to the 10/30/25 Recommended Decision and Brief in Support, filed by Counsel for Town of Chesapeake Sanitary Board

- For Discussion

2025/M31-006.3 | Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

Melissa Hill

PER the October 2018 - NPDES Permit - Settlement Agreement
Lift Station #1 Discharge - 2018 and 2020 - System Failure

- Removal of Outfalls by 2028 - Funded by October 2023
- Relocate Lift Stations #1 & #2 and sewer lines
- Replace critical sewer line areas

Status: Project Submitted for Funding
Engineer: Isaac Fadiga - Burgess & Niple

- For Discussion

2025/M31-006.4 | Revenue - Excessive Flow - American Chemical

Melissa Hill

- Shared with Counsel for review and initial discussions
- Corporate Counsel and local Representative stated billing stopped for Chesapeake as well as them
- Stopped for City of Chesapeake (WV) in 2020
- Average $100K annual

Decision: Prioritize this additional revenue
Decision: Legal to prioritize all excessive flow companies in the commercial area

- For Decision

2025/M31-006.5 | Non-Compliance - MS4 Permit - FY2014-Current

Melissa Hill

WV DEP Letter dated August 1, 2023

- Violations date back to 2014 - Incomplete MS4 Application

Status: MS4 Permit - Applications Open - Submission on track for January 2026

- For Information

2025/M31-006.6 | Non-Compliance - Violations - WV DEP Inspection - Permit Renewal - Approved

Melissa Hill

Permit Renewal Approved, but with Violations

- For Discussion

2025/M31-006.7 | Report - Inflow & Infiltration

Melissa Hill

- Kanawha County School - Chesapeake Elementary - Escalated to Legal for Review & Billing
- Sewer Stormwater Pipe shows on map provided by Kanawha County Board of Education
- Notice of Violation Given
- Response with Map - stated problem solved, but cannot prove

Status: Escalated to Legal
Status: Little to no flow at this time - no flow when school is out

- For Discussion

2025/M31-006.8 | Report - Annual WV PSC - Submitted & Approved

Melissa Hill

Report submitted and approved

- For Discussion

2025/M31-006.9 | Update - WV DLAP - Town of Chesapeake (WV) Demolition

Melissa Hill

- Sewer cap - required per Bid - 21 structures
- 1st 4 structures approved

- For Discussion

2025/M31-006.10 | Update - AccuFund Deployment - No progress

Melissa Hill

- Financials - Reports incorrect compared to QuickBooks
- Financials - Reconciliation - consultant assistance required - incomplete and no communication
- Payroll - Still with ADP

Status: Moved back to QuickBooks

- For Information

2025/M31-006.11 | Non-Compliance - Bad Debt - FY2020 - Current

Melissa Hill

- Will consult with Treasurer
- Sending out collection notices to properties that inquire about service

- For Discussion

2025/M31-006.12 | Review - Title 150 - Legislative Rule - PSC - Series 5 - Rules for the Government of Sewer Utilities — Melissa Hill

- Review - Monthly Discussion
- Service Deposits Required - Property Owner (1 Month) and Tennant (2 months)
  - Disconnect if no compliance
- Deposit Bank Account - Open

- For Discussion

2025/M31-007 | New Business — Melissa Hill

New Business not previously discussed

- For Information

2025/M31-007.1 | Operations Report — Melissa Hill

Review with Engineer

- For Decision

2025/M31-008 | Comments - Board Members — Melissa Hill

Board Members with comments or citizen concerns

- For Discussion

2025/M31-009 | Comments - Citizens — Melissa Hill

- Citizens have 3 minutes - questions will be answered according to agenda
- Not on the agenda - will be considered for next agenda
  - or Council Member will respond personally

- For Discussion

2025/M31-010 | Adjournment

Melissa Hill

Motion to Adjourn Meeting

- For Decision

Minutes

Monthly Meeting - City of Chesapeake (WV) Sanitary Board

Town of Chesapeake - Meetings

Date	11/24/2025
Time	5:00 PM - 6:00 PM
Location	Dr. Lisa E. Curry Memorial Building; Dr Lisa E Curry Memorial Building
Present	Jason Bowen, Melissa Hill, Jenna Gillenwater, Dr Lisa E Curry Memorial Building, Andrew Roberts
Absent	William Bennett
Recorder	Jenna Gillenwater

Agenda

2025/M29-001 - November Sanitary Board Meeting - City of Chesapeake

The meeting commenced at 5:05 PM with the November Sanitary Board meeting for the City of Chesapeake being officially called to order. This monthly meeting is held on the fourth Monday, as per the established schedule.

2025/M29-002 - Call to Order

The meeting was called to order at 5:05 PM. Following the call to order, the participants rose for a moment of silence and the Pledge of Allegiance. The Chair, Melissa Hill, emphasized the importance of the moment of silence, stating that it provides an inclusive opportunity for all attendees, regardless of their religious beliefs. The Chair also addressed previous concerns regarding the prayer practice, advocating for neutrality to avoid alienating non-Christian attendees.

2025/M29-002.1 - Silence & Pledge of Allegiance

The meeting included a moment of silence followed by the Pledge of Allegiance. The Chair explained the rationale behind the moment of silence, highlighting its inclusivity for attendees of various beliefs and emphasizing the importance of neutrality in public prayers.

2025/M29-002.2 - Roll Call - Board Members - Quorum

The roll call confirmed the presence of board members Jason Bowen, Jenna Gillenwater, and Melissa Hill. With two voting members present, a quorum was established, allowing the meeting to proceed. William Bennett was absent.

2025/M29-002.3 - Meeting Called to Order

The meeting was officially called to order at 5:05 PM, with a quorum of two voting members established. The Chair confirmed the presence of board members and proceeded with the agenda.

2025/M29-003 - Approval - Agenda & Meeting Minutes

The board reviewed and approved the agenda for the meeting. The Chair clarified the roles of the members, noting that Jenna Gillenwater's role as Clerk is distinct from her previous role as Treasurer. The board also approved the meeting minutes from September 22nd and October 6th, with minor changes noted by Jenna Gillenwater. The approval process included a motion, seconding, and a vote, with all members in favor.

2025/M29-003.1 - Agenda - Monthly Meeting

The council reviewed and approved the agenda for the regularly scheduled meeting. The approval process included a motion, seconding, and a vote, with all members in favor. Jason Bowen began the motion, seconded by Mayor Hill.

Decision: Agenda Approved

2025/M29-003.2 - Meeting Minutes - Previous Month

The meeting minutes from the previous month (September 22nd and October 6th) were reviewed and approved. Jenna Gillenwater provided updates on the meeting minutes, noting minor changes and improvements in the process. The approval process included a motion, seconding, and a vote, with all members in favor. Jason Bowen began the motion, seconded by Mayor Hill.

Decision: Meeting Minutes Approved

2025/M29-004 - Approve Financial Reports

The financial reports for September and October 2025 were reviewed and approved. The Chair provided an explanation of the financial status, noting a loss of $17,531 for September due to a bulk payment to the town of Marmet covering July, August, and September receivables. The October financials showed a profit of $8,163.66. The board discussed issues with the AccuFund system and decided to revert to QuickBooks due to inaccuracies and lack of communication from the AccuFund representative. The approval process included a motion, seconding, and a vote, with all members in favor. Jason Bowen began the motion, seconded by Mayor Hill.

Decision: Financial Reports for September & October 2025 Approved

2025/M29-005 - Partner Introductions

There were no partner introductions during this meeting. The Chair noted that most professionals are taking time off during the holidays, and the board decided to proceed without partner introductions.

2025/M29-006 - Ongoing Business

The board discussed several ongoing business items requiring continued discussion, follow-up, or action.

2025/M29-006.1 - 1989 Agreement - Marmet & Town of Chesapeake (WV)

The administrative law judge denied the request for a refund of $102,000. The board decided to escalate the matter to the West Virginia Public Service Commission for further review. The Chair provided a detailed explanation of the administrative law judge's decision and the evidence provided by the CPA regarding billing errors by Marmet.

2025/M29-006.2 - Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

The board discussed non-compliance issues related to the sewer rehabilitation project for FY2018 and 2020. The project involves replacing outfalls and relocating lift stations and sewer lines. The board noted the system failures and violations of the Clean Water Act, leading to involvement from the DEP. The project has been submitted for funding, and the engineer, Isaac Fadiga, is overseeing the project.

2025/M29-006.3 - Revenue - Excessive Flow - American Chemical

The board discussed the issue of excessive flow revenue from American Chemical. Billing for Chesapeake and American Chemical stopped in 2020, resulting in an average annual revenue loss of $100,000.

Decision: The board decided to prioritize recovering this additional revenue.

2025/M29-006.4 - Non-Compliance - MS4 Permit - FY2014-Current

The board reviewed the non-compliance issues related to the MS4 permit dating back to 2014. The WV DEP issued a letter on August 1, 2023, citing incomplete MS4 applications. The board is on track to submit the MS4 permit application by January 2026.

2025/M29-006.5 - Non-Compliance - Violations - WV DEP Inspection - Permit Renewal - Approved

The board discussed the permit renewal approved by the WV DEP, which included several violations. The board decided to address these violations and ensure compliance moving forward.

2025/M29-006.6 - Report - Inflow & Infiltration

The board reviewed the report on inflow and infiltration issues at Kanawha County School - Chesapeake Elementary. The matter has been escalated to legal for review and billing. The board noted the presence of a sewer stormwater pipe on the map provided by the Kanawha County Board of Education and discussed the notice of violation and response. The response included a map stating the problem was solved, but it could not be proven.

2025/M29-006.7 - Report - Annual WV PSC - Submitted & Approved

The board confirmed that the annual report to the WV PSC has been submitted and approved.

2025/M29-006.8 - Update - WV DLAP - Town of Chesapeake (WV) Demolition

The board discussed the WV DLAP update regarding the demolition of 21 structures in the Town of Chesapeake. The sewer cap requirement per bid was noted, and the first four structures have been approved for demolition.

2025/M29-006.9 - Update - AccuFund Deployment - No progress

The board reviewed the update on AccuFund deployment, noting no progress. Financial reports were incorrect compared to QuickBooks, and reconciliation remains incomplete. The board decided to move back to QuickBooks for financial management.

Decision: The board decided to move back to QuickBooks for financial management due to inaccuracies and lack of communication from the AccuFund representative.

2025/M29-006.10 - Non-Compliance - Bad Debt - FY2020 - Current

The board discussed non-compliance issues related to bad debt from FY2020 to the current period. The board will consult with the Treasurer and send out collection notices to properties inquiring about service.

2025/M29-006.11 - Review - Title 150 - Legislative Rule - PSC - Series 5 - Rules for the Government of Sewer Utilities

The board reviewed Title 150 Legislative Rule - PSC - Series 5, which includes rules for the government of sewer utilities. The board discussed monthly service deposits required from property owners and tenants, and the consequences of non-compliance, including disconnection and deposit bank account requirements.

2025/M29-007 - New Business

The board discussed new business items not previously addressed.

2025/M29-007.1 - Non-Compliance - Sewer Tap Installation

The board reviewed the requirements for sewer tap installation, emphasizing the need for licensed plumbers or wastewater professionals to perform the work. The board discussed the legal basis for denying service if permit requirements, plumbing licensing laws, tap fee payments, and inspection standards are not met. The board decided to adhere to WV State Code and enforce compliance.

2025/M29-007.2 - December 2025 - Board Meeting

The board decided to reschedule the December 2025 board meeting to December 15th, considering the holiday season. Jason Bowen began the motion, seconded by Mayor Hill.

Decision: The board decided to reschedule the December 2025 board meeting to December 15th.

2025/M29-008 - Comments - Board Members

Board members were given the opportunity to share comments or address citizen concerns. No specific comments were noted.

2025/M29-009 - Comments - Citizens

Citizens were allowed three minutes to ask questions or raise concerns. Questions related to the agenda were addressed, and non-agenda items were considered for the next agenda or responded to personally by council members.

2025/M29-010 - Adjournment

The meeting was adjourned following a motion, seconding, and a vote, with all members in favor. The Chair thanked everyone for their participation.

Sanitary Board City of Chesapeake
Profit & Loss
November 2025

	Nov 25
Ordinary Income/Expense	
Income	
4000 SEWAGE FEES	32,411.27
Total Income	32,411.27
Expense	
5001 SALARIES-TREATMENT & DISP	
Payroll Taxes (Employer)	442.97
5001 SALARIES-TREATMENT & DISP - Other	5,790.46
Total 5001 SALARIES-TREATMENT & DISP	6,233.43
5003 SANITARY BOARD MEMBER	432.19
5030 WORKERS COMP	485.50
5040 UTILITIES	
Electricity Station #1	80.85
Electricity Station #2	124.18
Electricity Station #4	60.23
Electricity Station #5	114.53
Gas	49.71
Pest Control	70.40
Water	44.72
Total 5040 UTILITIES	544.62
5060 TELEPHONE	241.95
6005 SUPPLIES	940.41
6050 Postage	95.23
6600 CUSTOMER ACCT PROCESSING	
Disconnect & reconnect	260.00
Total 6600 CUSTOMER ACCT PROCESSING	260.00
Bank Charge	2.00
Contract Services Billing	1,567.89
Contract Services Data Usage	119.80
HEALTH & SANITATION EXPENDITURE	
Town of Marmet	3,313.32
Wastewater Treatmnent (Marmet)	6,870.52
Total HEALTH & SANITATION EXPENDITURE	10,183.84
IT Support	1,075.30

Sanitary Board City of Chesapeake
Profit & Loss
November 2025

	Nov 25
Payroll Processing Fees (ADP)	180.97
Total Expense	22,363.13
Net Ordinary Income	10,048.14
Net Income	**10,048.14**

Sanitary Board City of Chesapeake
Income by Customer Summary
November 2025

	Nov 25
Town of Chesapeake	32,411.27
TOTAL	32,411.27

Sanitary Board City of Chesapeake
Expenses by Vendor Summary
November 2025

	Nov 25
ADP	180.97
American Water	379.80
Appalachian Power	379.79
City National Bank	2.00
Encova Insurance	485.50
Greenbrier Government Solutions	1,075.30
Kanawha PSD	1,567.89
Mountaineer Gas Company	49.71
Optimum Business	241.95
Terminix	70.40
Town of Marmet	10,183.84
WV American Water	44.72
TOTAL	**14,661.87**

Sanitary Board City of Chesapeake
Balance Sheet
As of November 30, 2025

	Nov 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1010 MONEY MARKET-MUN BOND COMM	8,502.31
CITY NATIONAL BANK SAN BD 2714	87,180.59
Sanitary Board PFA Grant Accoun	25.00
Total Checking/Savings	95,707.90
Accounts Receivable	
1020 CUSTOMER A/R	368,445.60
1025 RESERVE FOR BAD DEBTS	-4,000.00
Accounts Receivable	-34,365.46
Total Accounts Receivable	330,080.14
Other Current Assets	
1000 CASH ON HAND	100.00
Total Other Current Assets	100.00
Total Current Assets	425,888.04
Fixed Assets	
1050 LAND	103,564.00
1055 BUILDINGS	22,782.00
1060 EQUIPMENT	1,234,667.00
1070 ACCUMULATED DEPRECIATION	-1,131,760.64
Property Acquisition(75%Share)	45,366.73
Total Fixed Assets	274,619.09
TOTAL ASSETS	**700,507.13**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	22,117.07
Total Accounts Payable	22,117.07
Other Current Liabilities	
2002 Payroll Liabilities	1,616.48

Sanitary Board City of Chesapeake
Balance Sheet
As of November 30, 2025

	Nov 30, 25
Accrual	-0.03
Total Other Current Liabilities	1,616.45
Total Current Liabilities	23,733.52
Total Liabilities	23,733.52
Equity	
3000 INVESMENT IN CAPITAL ASSET	279,809.00
3005 CONTRIBUTION-CONSTRUCTION	313,336.00
3010 SMALL CITIES BLOCK GRANT	162,464.08
3015 MUNICIPAL CONTRIBUTIONS	243,101.00
Capital Contribution (PFA Grant	185,702.75
Opening Balance Equity	8,629.44
Retained Earnings	-504,852.80
Net Income	-11,415.86
Total Equity	676,773.61
TOTAL LIABILITIES & EQUITY	**700,507.13**

Minutes

Meeting – Sanitary Board Monthly Meeting

Chesapeake Sanitary Board - Meetings

Date	12/15/2025
Time	5:00 PM - 6:00 PM
Location	Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building
Present	Melissa Hill, Dr Lisa E Curry Memorial Building, Jenna Gillenwater, Andrew Roberts, Jason Bowen, James Kelsh
Absent	Ron Petty, Craig Smith
Recorder	Jenna Gillenwater

Agenda

2025/29-001 – December Sanitary Board Meeting – City of Chesapeake

Chair Melissa Hill called the regular monthly meeting of the City of Chesapeake (WV) Sanitary Board to order at 5:00 PM.

Silence & Pledge of Allegiance

A moment of silence was observed, followed by the Pledge of Allegiance.

Roll Call & Quorum

Present:

- Melissa Hill, Chair
- Jason Bowen, Citizen Board Member
- Jenna Gillenwater, Clerk

Quorum: Yes (Minimum quorum = 2)

Approval of Agenda & Previous Meeting Minutes

Approval of Agenda

Motion: To approve the agenda for the December 15, 2025 regular meeting.
Motioned by: _Jason Bowen_____
Seconded by: _Melissa Hill_____
Vote: x Unanimous ☐ Majority ☐ Opposed
Decision: Agenda approved.

Minutes

Meeting – Sanitary Board Monthly Meeting

Chesapeake Sanitary Board - Meetings

Approval of Previous Meeting Minutes

Motion: To approve the minutes from the previous month's regular meeting.
Motioned by: _Jason Bowen_____
Seconded by: _Melissa Hill_____
Vote: x Unanimous ☐ Majority ☐ Opposed
Decision: Minutes approved.

Financial Reports

Review: November 2025 Financial Reports were presented and reviewed.

Motion: To approve the November 2025 Financial Reports.
Motioned by: Jason Bowen_____
Seconded by: Melissa Hill_____
Vote: x Unanimous ☐ Majority ☐ Opposed
Decision: Financial reports approved.

Partner Introductions

Partners and guests were introduced.

Ongoing Business

Welcome – Chief Shank

Discussion held welcoming the new Police Chief and Sergeant at Arms. He resigned as of 12/15/2025.

1989 Agreement – Marmet & Town of Chesapeake (WV)

Discussion held regarding the Administrative Law Judge's decision and the exceptions filed on October 30, 2025 by counsel for the Town of Chesapeake Sanitary Board.

Non-Compliance – Sewer Rehabilitation Project (FY2018 & FY2020)

Discussion included NPDES Permit settlement requirements, Lift Station #1 discharges, removal of outfalls by 2028, and planned relocation of Lift Stations #1 and #2. Project status remains submitted for funding. Engineer: **Isaac Fadiga, Burgess & Niple**.

Revenue – Excessive Flow – American Chemical

Discussion held regarding halted billing since 2020 and an estimated average annual revenue impact of $100,000.

Non-Compliance – MS4 Permit (FY2014–Current)

Information provided regarding WV DEP letter dated August 1, 2023. MS4 permit application is on track for submission in January 2026.

Non-Compliance – WV DEP Inspection & Permit Renewal

Discussion held regarding approved permit renewal with noted violations.

Inflow & Infiltration Report

Discussion included Chesapeake Elementary School concerns, notice of violation, mapping discrepancies, and current low-flow observations. Matter remains escalated to legal counsel.

Annual WV PSC Report

Annual report was submitted and approved.

WV DLAP Demolition Update

Update provided on sewer caps required for 21 structures; first four structures approved.

AccuFund Deployment

No progress reported. Financial discrepancies noted; system reverted to QuickBooks. Payroll remains with ADP.

Bad Debt – FY2020 to Current

Discussion held regarding consultation with the Treasurer and issuance of collection notices.

Review – Title 150, PSC Series 5

Ongoing monthly review continued, including service deposit requirements and enforcement provisions.

New Business

Minutes

Meeting – Sanitary Board Monthly Meeting

Chesapeake Sanitary Board - Meetings

Operations Report

Operations report reviewed with the Engineer.

Board Member Comments

Board members were provided the opportunity to comment.

Citizen Comments

Citizens were reminded of the three-minute time limit and agenda participation requirements.

Adjournment

Motion: To adjourn the meeting.
Motioned by: Jason Bowen_____
Seconded by: Melissa Hill_____
Vote: x Unanimous ☐ Majority ☐ Opposed
Decision: Meeting adjourned at 5:50 PM.

Town Of Chesapeake
Profit & Loss
November 2025

		Nov 25
Ordinary Income/Expense		
Income		
REVENUES		
301 Property Taxes KC Sheriff		7,735.79
304 Excise Tax on Utilities		560.15
305 Business & Occupation Tax		1,221.29
306 Wine & Liquor Priv TAX WLP		54.01
327 Misc Permits		15.00
330 IRP Fees (Interst Reg Plan)		9,378.28
341 Municipal Service Fees		7,038.24
377 Greenbrier Table LOTTGRNBRI		16.62
380 Interest on Investments		43.91
396 Table Game Lott LOTTBLGAME		899.60
Total REVENUES		26,962.89
Total Income		26,962.89
Gross Profit		26,962.89
Expense		
City Maintenance		600.00
GENERAL GOVERNMENT EXPENDITURES		
409 Mayor's Office		
Mayor Stipend	1,000.00	
Payroll Taxes Mayor	76.50	
Total 409 Mayor's Office		1,076.50
410 City Council		
City Council Payroll Taxes	76.41	
City Council Stipend	875.00	
Total 410 City Council		951.41
440 City Hall		
Auto	78.11	
Bank charges	27.55	
Contract Services		
Contract Service Messaging	89.25	
Contract Service Printing	60.00	
IT support	3,128.10	
Payroll Processing Fees	236.53	
Telephone	775.58	
Total Contract Services		4,289.46

Town Of Chesapeake
Profit & Loss
November 2025

		Nov 25
Fuel		372.49
Office Expenses		124.00
Office supplies		416.13
Payroll Expenses -City Staff		2,834.75
Payroll Taxes- City Staff		237.72
Pest Control		205.75
Postage		153.06
Printing Expenses		28.90
Publications		407.31
Safety Supplies		62.58
Software & Apps		2,342.60
Utilities		
Electricity		
Annex Bldg	1,469.68	
Total Electricity	1,469.68	
Gas	157.28	
Water		
Annex Bldg	44.72	
Fire Hydrants	46.67	
Total Water	91.39	
Total Utilities	1,718.35	
Workers Comp Premium	485.50	
Total 440 City Hall	13,784.26	
951SOCIAL SERVICES EXPENDITURES		
Donation	1,000.00	
Total 951SOCIAL SERVICES EXPENDITURES	1,000.00	
CAPITAL PROJECTS EXPENDITURES		
Capital Outlay	475.00	
Waste Water Improvement Project	4,228.00	
Total CAPITAL PROJECTS EXPENDITURES	4,703.00	
Total GENERAL GOVERNMENT EXPENDITURES		21,515.17
HEALTH & SANITATION		
800 Garbage Dept		
Contract Services		
40 YD Container Service Charges	1,997.07	
Total Contract Services	1,997.07	

Town Of Chesapeake
Profit & Loss
November 2025

	Nov 25	
Contract Services (Billing PSD)	1,567.88	
Interest Paid	117.29	
Payroll Expenses City Services	12,897.99	
Payroll Taxes City Services	1,006.65	
Refuse Fees		
Bulk	3,922.66	
Total Refuse Fees	3,922.66	
Repairs & Maintenance	59.19	
Total 800 Garbage Dept	21,568.73	
Total HEALTH & SANITATION		21,568.73
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
702 Court fees	90.00	
Payroll Reimbursement	1,514.69	
Police Payroll Tax	183.60	
Police salaries	2,400.00	
Total 700 POLICE DEPT	4,188.29	
706 FIRE DEPARTMENT		
706 Fire Department Insurance	26,250.00	
Total 706 FIRE DEPARTMENT	26,250.00	
Total PUBLIC SAFETY EXPENSE		30,438.29
Reconciliation Discrepancies		0.01
STREET & TRANSPORTATION		
752 School Flashers	16.38	
Total STREET & TRANSPORTATION		16.38
Total Expense		74,138.58
Net Ordinary Income		-47,175.69
Net Income		**-47,175.69**

Town Of Chesapeake
Income by Customer Summary
November 2025

	Nov 25
HDL Software	1,221.29
Kanawha Public Service	7,598.39
Sheriff Kanawha County	7,735.79
WV Treasury	10,294.50
TOTAL	26,849.97

Town Of Chesapeake
Expenses by Vendor Summary
November 2025

	Nov 25
ADP	236.53
Appalachian Power	1,486.06
AT&T mobility	570.69
Auto Zone	78.11
Burgess & Niple	4,228.00
Chesapeake School Elementary School	1,000.00
Cintas	62.58
City National Bank	2.00
Clean Touch Cleaning Service	600.00
Compton Office Machine Company	88.90
Dynamic Graphics, LLC	307.00
Encova Insurance	485.50
Greenbrier Government Solutions, Inc.	2,540.60
H-D Media	407.31
Kanawha County Sheriff's Office1	1,514.69
Kanawha PSD	1,567.88
Kanawha Valley Regional Trans Auth	372.49
Merchant Bank Card	25.55
Miss Utility	89.25
mountaineer Computer System Inc	587.50
Mountaineer Gas Company	157.28
net2phone inc.	44.89
Optimum Business	160.00
Poca Valley Bank	117.29
QuickBooks	2,342.60
Terminix	205.75
The Best Hardware	59.19
USPS	5.90
Waste Mgmnt	5,919.73
WSB Insurance Services, Inc.	26,250.00
WV American Water	91.39
Wv State Fire Marshal	100.00
TOTAL	**51,704.66**

Town Of Chesapeake
Balance Sheet
As of November 30, 2025

	Nov 30, 25
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	132,756.19
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	25.00
Garbage & Sewer	3,030.06
GF City National Bank 3019	112,689.06
Opiod Fund Account	5,025.00
Petty Cash	125.00
Police Fund	25.00
Total Checking/Savings	266,354.73
Accounts Receivable	
Accounts Receivable	13,533.87
Total Accounts Receivable	13,533.87
Total Current Assets	279,888.60
TOTAL ASSETS	**279,888.60**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	163,800.33
Total Accounts Payable	163,800.33
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	-1,006.14
Payroll Liabilities	11,109.39
Poca Valley Bank Loan Account	-40,081.76
Sewer Collection Account	-32,411.26
Total Other Current Liabilities	-51,355.40
Total Current Liabilities	112,444.93
Total Liabilities	112,444.93

Town Of Chesapeake
Balance Sheet
As of November 30, 2025

	Nov 30, 25
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	198,446.30
Net Income	-108,874.56
Total Equity	167,443.67
TOTAL LIABILITIES & EQUITY	**279,888.60**

Town Of Chesapeake
Profit & Loss
December 2025

	Dec 25	
Ordinary Income/Expense		
Income		
REVENUES		
301 Property Taxes KC Sheriff		1,479.28
304 Excise Tax on Utilities		6,979.77
305 Business & Occupation Tax		4,764.18
326 Building Permit Fees		100.00
330 IRP Fees (Interst Reg Plan)		36,560.50
341 Municipal Service Fees		7,729.80
345 Rent Royal Concess, Annex		350.00
368 Contributions from Other En		122.90
377 Greenbrier Table LOTTGRNBRI		30.21
380 Interest on Investments		44.36
396 Table Game Lott LOTTBLGAME		880.64
397 Video Lottery (LVL)		833.93
399 Misc Revenues		
Recyle	178.00	
Trash Pickup	190.00	
399 Misc Revenues - Other	35.00	
Total 399 Misc Revenues		403.00
Total REVENUES		60,278.57
Total Income		60,278.57
Gross Profit		60,278.57
Expense		
GENERAL GOVERNMENT EXPENDITURES		
409 Mayor's Office		
Mayor Stipend	1,000.00	
Payroll Taxes Mayor	76.50	
Total 409 Mayor's Office		1,076.50
410 City Council		
City Council Payroll Taxes	76.41	
City Council Stipend	875.00	
Total 410 City Council		951.41
440 City Hall		
Bank charges	18.58	
Bldg Maint	1,800.00	
Bond Renewal Fees	250.00	

Town Of Chesapeake
Profit & Loss
December 2025

		Dec 25
Contract Services		
Contract Service Messaging	61.20	
Contract Service Printing	60.00	
IT support	1,075.30	
Payroll Processing Fees	236.53	
Telephone	615.58	
Contract Services - Other	2,000.00	
Total Contract Services		4,048.61
Fuel		617.66
Insurance - Liability, D and O		5,733.88
Legal & Professional Services		
CPA Services	2,800.00	
Legal Fees	1,542.00	
Legal & Professional Services - Other	880.00	
Total Legal & Professional Services		5,222.00
Office Expenses		77.61
Office supplies		1,135.24
Payroll Expenses -City Staff		3,726.25
Payroll Taxes- City Staff		303.96
Pest Control		433.75
Postage		105.86
Printing Expenses		59.47
Publications		168.91
Safety Supplies		22.59
Software & Apps		2,972.50
Utilities		
Gas		
Gas Town Hall	738.53	
Total Gas		738.53
Water		
Annex Bldg	93.91	
Fire Hydrants	144.00	
Town Hall	6.42	
Total Water		244.33
Total Utilities		982.86
Workers Comp Premium		485.50
Total 440 City Hall		28,165.23

Town Of Chesapeake
Profit & Loss
December 2025

	Dec 25	
CAPITAL PROJECTS EXPENDITURES		
Waste Water Improvement Project	4,530.00	
Total CAPITAL PROJECTS EXPENDITURES		4,530.00
Internet services		160.00
Total GENERAL GOVERNMENT EXPENDITURES		34,883.14
HEALTH & SANITATION		
800 Garbage Dept		
Contract Services (Billing PSD)	1,559.26	
Interest Paid	75.69	
Payroll Expenses City Services	12,065.65	
Payroll Taxes City Services	923.03	
Refuse Fees		
Bulk	5,971.12	
Residential	243.93	
Total Refuse Fees	6,215.05	
Total 800 Garbage Dept		20,838.68
Total HEALTH & SANITATION		20,838.68
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
702 Court fees	45.00	
Payroll Reimbursement	2,757.85	
Police Auto	2,279.36	
Police Equipment	5,834.66	
Police IT Computer	2,456.88	
Police Payroll Tax	475.78	
Police salaries	5,585.95	
Police Uniforms	975.82	
Total 700 POLICE DEPT		20,411.30
Total PUBLIC SAFETY EXPENSE		20,411.30
STREET & TRANSPORTATION		
751 Street Lights		3,512.13

Town Of Chesapeake
Profit & Loss
December 2025

	Dec 25
752 Electricity School Flashers	16.65
Total STREET & TRANSPORTATION	3,528.78
Total Expense	79,661.90
Net Ordinary Income	-19,383.33
Net Income	**-19,383.33**

Town Of Chesapeake
Income by Customer Summary
December 2025

	Dec 25
Appalachian Power (Customer)	3,649.58
Best Buy Health DBA Greatcalls	1.20
Comm-Core LLC	1.17
CSC Wireless LLC	3.01
First settlement Physical	355.40
Frontier	604.05
Hammock	100.00
HDL Software	4,308.78
Kanawha Public Service	8,404.09
Metro PCS	0.12
Mountaineer Gas	280.43
RMR Charleston	163.00
Sheriff Kanawha County	1,479.28
T-Mobile Northeast LLC	34.86
West Virginia American Water Company	885.00
WV Treasury	38,305.28
TOTAL	**58,575.25**

Town Of Chesapeake
Balance Sheet
As of December 31, 2025

	Dec 31, 25
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	128,572.55
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	25.00
Garbage & Sewer	3,030.06
GF City National Bank 3019	32,665.09
Opiod Fund Account	5,025.00
Petty Cash	125.00
Police Fund	25.00
Total Checking/Savings	182,147.12
Accounts Receivable	
Accounts Receivable	14,339.57
Total Accounts Receivable	14,339.57
Total Current Assets	196,486.69
TOTAL ASSETS	**196,486.69**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	106,621.49
Total Accounts Payable	106,621.49
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	-1,006.14
Payroll Liabilities	11,109.39
Poca Valley Bank Loan Account	-41,660.54
Sewer Collection Account	-37,672.22
Total Other Current Liabilities	-58,195.14
Total Current Liabilities	48,426.35
Total Liabilities	48,426.35

Town Of Chesapeake
Balance Sheet
As of December 31, 2025

	Dec 31, 25
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	198,446.30
Net Income	-128,257.89
Total Equity	148,060.34
TOTAL LIABILITIES & EQUITY	**196,486.69**

Town of Chesapeake(WV)-Round #2 Demolition					Bid Analysis Results			1/22/2026											
Demolition																			
	Evaluation Criteria	Weight (%)	Max Points		Environmental Management Construction				Reclaim Co			Giannini Construction & Excavation LLC			Aster Oilfield Services, Inc.			Superior Pocahontas Construction,. LLC	
	Bid Completeness	15	7.5				3		7.5			7.5			7			3	
	Qualifications	15	7.5				0		7.5			7.5			4.5			0	
	Proof of Performance	25	12.5				0		12.5			12.5			10			0	
	Bid	25	12.5				6		11			9			12.5			10	
	Most Reasonable Business Bid	20	10				3		7			3			5			3	
	Total:	100%	50				12		45.5			39.5			39			16	
Bids		Demolition																	
	Enivronmental Management	444,900																	
	Reclaim Co	189,280																	
	Giannini Construction	225,705																	
	Aster Oilfield	102,100																	
	Superior Pocahontas	144,500																	